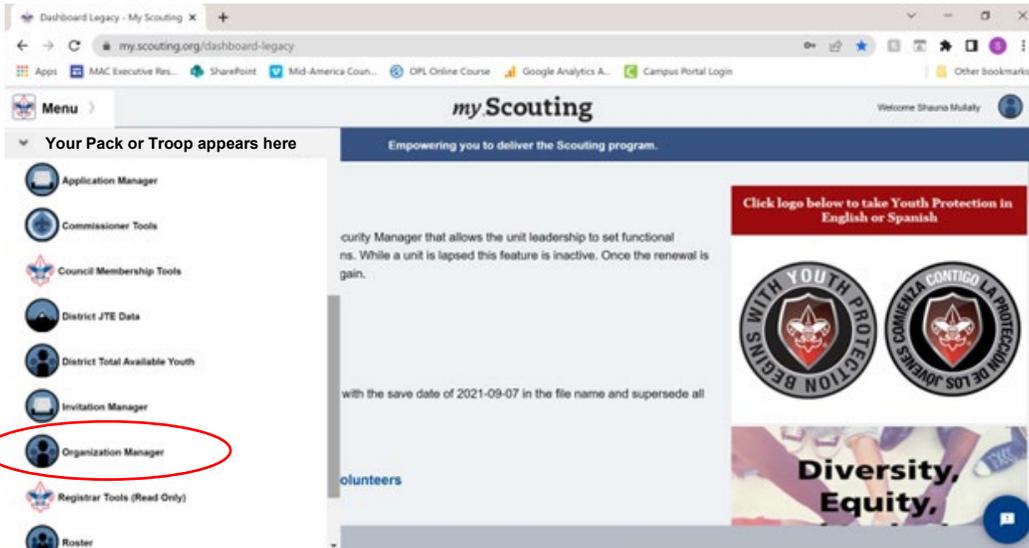
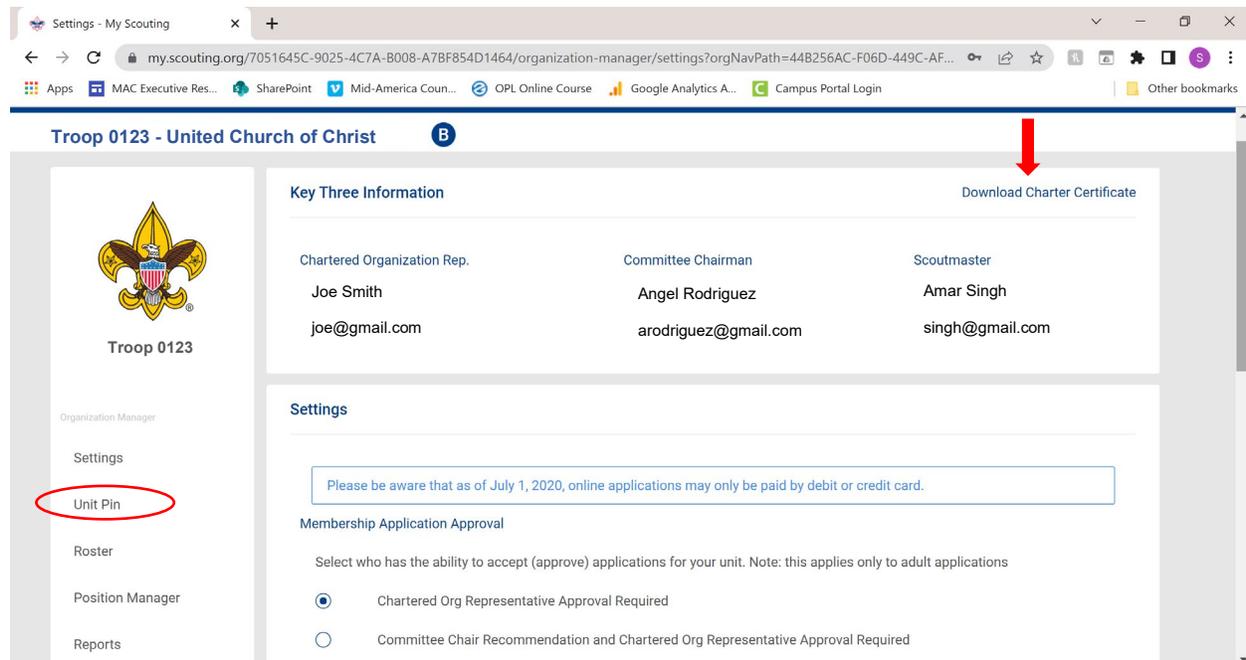


## BeAScout Pin Updates

Log on to my.scouting.org. Click on the arrow next to your unit to open the menu box. From this, select organizational manager.



The subsequent screen will show you a snapshot of your unit. This is where you can download a copy of your Charter Certificate. Select Unit Pin from the selection on the left to update your BeAScout info.



The next screen contains the specific information you want to make sure is updated. Make sure appear on BeAScout is turned on. Update the appropriate person as the point of contact for your Unit.

Troop 0357 Elkhorn Hills United Methodist Men **B**



Troop 0123

Organization Manager

Settings

Unit Pin

Roster

Position Manager

### Unit Information

Pin Mode

Only Allow the Council to Update Pin Information

Allow Units to Update Pin Information

Appear on BeAScout:

Allow People to Apply Online:

#### Contact Information

**Contact:** Angel Rodriguez  
**Phone:** (402)-123.567  
**Email:** [arodriguez@gmail.com](mailto:arodriguez@gmail.com)

[Edit](#)

### Unit Pin Preview



**Troop 0123 - United Church of Christ**

**Contact:** Angel Rodriguez  
**Phone:** (402)-123.567  
**Email:** [arodriguez@gmail.com](mailto:arodriguez@gmail.com)  
**Website:** [www.scouting.org](http://www.scouting.org)

Boy Troop

Online Registration available for this unit.

[Request More Information](#) [Apply Now](#)

#### Fields to Display on Unit Pin:

Unit Meeting Address:

Contact Person's Name:

Phone Number:

Scrolling down you will see an area for additional information. This is a great place to list the schools or neighborhoods you serve. Going further down you will see the address of either your Chartering Organization or your meeting place. This is the zip code BeAScout uses to pull up your unit.

Be sure to hit save at the very bottom to reflect your changes. Please note, it take 24 hours for the system to reflect changes.